



City of Santa Barbara
Public Works Department
**CERTIFICATE OF VOLUNTARY
MERGER**

The Subdivision Map Act (Sec. 66499.20 3/4) allows voluntary merger of contiguous parcels under common ownership without reversion to acreage. Requires recordation of an instrument evidencing the merger.

At the time of application, the Applicant shall submit the following to the Public Works Department Engineering Counter at 630 Garden Street:

- ☐ Completed City Master Application
- ☐ Certificate of Voluntary Merger Fee, per Resolution.
 - 2 Lots/Units \$862
 - 3-5 Lots/Units \$1,095
 - 6 Lots/Units or more \$1,095 + \$112 per lot/unit over 6
- ☐ Current title report or grant deed for each and every parcel being merged or for the merged parcel.
- ☐ A legal description of the merged parcel stamped by a licensed surveyor, engineer, title officer or attorney stating they have reviewed and approved the legal description of the parcel being created. The new legal description should contain deed references "tying" it to adjacent parcels. If there are any questions as to the adequacy of the new legal description, a Record of Survey may be required.
- ☐ Survey closure calculations prepared by a licensed surveyor for each existing lot and merged lot.
 - Provide gross area and closure calculation of each lot
 - Provide gross area and closure calculation of new parcel
- ☐ Provide copies of all referenced documents
- ☐ An accurate and legible 8½" x 11" Merger Exhibit, including existing property boundaries (distances and bearings), lot lines to be obliterated, and adjacent roadways (see sample on page 3).
- ☐ Identify all adjacent properties on Merger Exhibit with Assessor Parcel Number and record of survey number, or parcel/final map number, or official record instrument number.
- ☐ If any of the properties to be merged are financed, the Applicant shall get a "Consent to Voluntary Merger" form signed off from owners of beneficial interests (see sample on page 4). Obtain signature of Trustee, pursuant to request of Beneficiary, for each deed of trust.

NOTE: If requested by the licensed surveyor or the Public Works Director, a Record of Survey shall be required to be filed concurrently with the Certificate of Voluntary Merger document, or the owner shall be required to obtain a title insurance policy for the adjusted parcels to ensure no "overlaps or gaps". The County Surveyors Office reviews and signs the Records of Survey prior to the City Engineer's signature.

Voluntary Merger Processing Steps:

1. City Land Development staff reviews the documents, assembles submitted information into the Certificate of Voluntary Merger and returns the Certificate to the applicant for execution by the owner(s).
2. Certificate of Voluntary Merger executed by the owner(s) and notarized.
3. The executed Certificate of Voluntary Merger is returned to Public Works Land Development staff.
4. Certificate of Voluntary Merger signed by the City Engineer and notarized.
5. Public Works Staff records the document.
6. A copy of the recorded Certificate of Voluntary Merger is sent to the applicant.

**The above addresses Public Works Department concerns and requirements.
Other City Divisions/Departments may have additional requirements.**

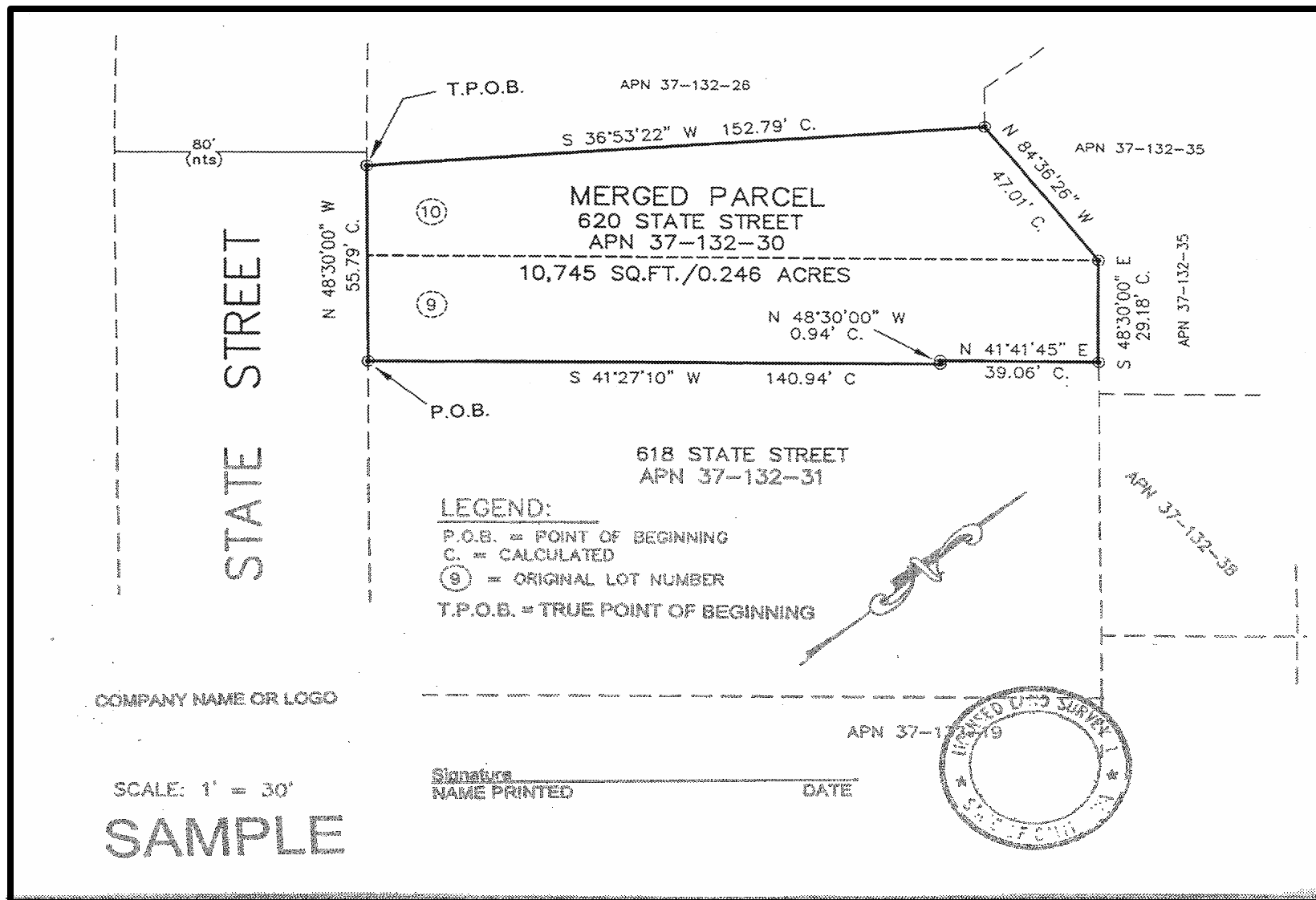
For information call (805) 564-5388

City of Santa Barbara Public Works Department

630 Garden Street, Santa Barbara, California, 93101

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8/3/05



TRUSTEE'S CONSENT TO VOLUNTARY MERGER

_____, is the Trustee under the Deed of Trust dated _____ (the "Deed of Trust") executed by _____, and recorded _____ as Instrument No. _____ in the Official Records of the Office of the County Recorder for the County of Santa Barbara, State of California. The Deed of Trust encumbers the real property described in the attached Certificate of Voluntary Merger (the "Certificate") dated _____. Pursuant to the request of the Beneficiary of the Trust Deed, Trustee does hereby consent to the execution and recordation of the Certificate, and agrees that upon recordation of the Certificate, the Trustee's and Beneficiary's interests in said real property (i) shall be subordinate to the Certificate and (ii) shall apply to the entire merged parcel rather than merely a portion of the merged parcel.

TRUSTEE:
Name of Trustee

By _____
(Type Name and Title)

(Signature)

(Address)

(Area Code and Phone number)

INSTRUCTIONS

This Consent will be recorded. A notary must acknowledge your signature(s). Inform the notary that the acknowledgement is for an instrument to be recorded. (California Civil Code 1169, et seq.)